

QUALIFICATION STANDARDS OPERATING MANUAL

SECTION IV. QUALIFICATION STANDARDS

This section of the Manual contains "Group Coverage Qualification Standards" (IV-A) and "Individual Qualification Standards and Occupational Requirements in Series Order" (IV-B). Please note that a n understanding of the material in the "General Policies and Instructions" (Section II of this Manual) is vital to the use of the qualification standards.

Section IV-A describes the minimum qualification requirements for occupations with common patterns of education and experience. Most occupations are covered by one or more of the group coverage (generic) qualification standards. For each group coverage standard that is associated with specific occupations, a list of the principal occupational series covered is included. Occupational lists are provided with the Group Coverage Qualification Standards for Clerical and Administrative Support Positions, Technical and Medical Support Positions, Administrative and Management Positions, Professional and Scientific Positions, and Competitive Service Student Trainee Positions. Occupational lists are not provided with the standards for Supervisory Positions, Policy Analysis and Administrative Analysis Positions, Positions Involving Equal Employment Opportunity Collateral Assignments, and Positions Requiring Collateral Correctional Skills.

Section IV-B describes the minimum qualification requirements for occupations or positions. This material is presented in occupational series number order, and indicates whether the positions are covered by an individual standard, a group coverage standard, etc. All General Schedule occupational series are listed.

Information about test requirements is generally not included in Section IV. Such information is provided separately in Section V.